

# Volunteer Risk Management Workshop

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West Virginia CERT Conference Fall 2013

## Discussion Worksheet

During the workshop, our presenter will be asking you to record your ideas, thoughts and actions needed. Record your responses and take this back with you as a springboard to take action from today's workshop.

Who is my sponsoring organization and contact person?

Organization Name

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Contact Name

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Contact Phone

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Contact Email

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Other Contacts

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What CERT Activities create risk for my organization?

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What Policies and Procedures are needed?

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What can be done to improve the effectiveness of our training?

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What documentation do I need to add/improve?

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Useful resources

*“Utilizing Volunteers in Emergency Response – Addressing Liability and Managing Risk in West Virginia”* by Claire Lee Reiss, J.D., ARM, CPCU, National League of Cities Risk Information Sharing Consortium June 2012 is a great resource to read and understand this topic at greater length. It can be found at:

<http://www.ready.wv.gov/Resources/Documents/Final%20White%20Paper%206-18-2012.pdf>

The *“CERT Liability Guide – A Risk Management Overview for Local CERT Programs”* is a resource guide book that will walk you through a process of evaluating the topic of liability as it relates to a CERT Program. It can be found at:

[http://www.fema.gov/media-library-data/20130726-1844-25045-0834/cert\\_liability\\_guide.pdf](http://www.fema.gov/media-library-data/20130726-1844-25045-0834/cert_liability_guide.pdf)